

Minutes of the Land Use, Parks and Environment Committee – October 7, 2003

The meeting was called to order at 8:40 a.m. by Chair Kolb.

Present: Chair Walter Kolb, County Board Supervisors Pauline Jaske, James Jeskewitz, Scott Klein (arrived at 8:43 a.m.), William Mitchell, Vera Stroud, Daniel Pavelko

Staff Present: Legislative Policy Advisor Mark Mader, Legis. Associate Sandra Meisenheimer

Also Present: Parks and Land Use Director Dale Shaver, Business Mgr. Peter Mudek, Land Resources Mgr. Perry Lindquist, Parks System Mgr. Jim Kavemeier, Land Information System Coordinator Don Dittmar, Enterprise Operations Mgr. Peter Pulos, Register of Deeds Mike Hasslinger, Deputy ROD Chris Crouch, Real Estate Supervisor Heric, Real Property Tax Lister Mary Gormanson, Programs and Projects Analyst Jennifer Dubberstein, County Board Supervisors Bonnie Morris and Rodell Singert, Sr. Financial Analysts Andy Thelke and Clara Daniels

Approve Minutes of September 30, 2003.

Motion: Pavelko moved, second by Mitchell, to approve the minutes of 9/30/03. **Motion carried 6 – 0.**

Correspondence

Letter and attachments from Lee Esler regarding the Five Year Capital Projects Plan.

Klein arrived at the meeting at 8:43 a.m.

Review and Discuss the 2004 Operating Budget for which the Committee has Budget and Policy Oversight - Parks and Land Use

Shaver, Lindquist, Morris, Kavemeier, Dittmar, Pulos, and Mudek were present to discuss the 2004 operating budget for the Parks and Land Use Department as outlined in the budget book. Shaver covered the following areas for all funds: mission, financial summary, and the position summary (FTE). Expenditures for all funds for 2004 are \$18,819,912 and revenues are \$13,310,033 for a tax levy increase of \$135,430 or 2.1%. The position summary shows an overall decrease of 1.37 positions for a total of 198.74 budgeted for 2004.

The manager for each division highlighted their departmental objectives and major departmental strategic achievements from 7/1/02 to 6/30/03: Lindquist – Land Resources, Shaver for Mace – Planning, Morris – Environmental Health, Kavemeier – Parks, and Shaver – Administration. Each manager continued with a review of their individual programs and related budgets as detailed in the budget book. Lindquist covered Solid Waste Planning, Implementation & Education, Household Hazardous Waste, Agricultural Land & Water, and Urban Land & Water, as well as the Materials Recycling Fund. In Mace's absence, Shaver summarized Planning and Code Enforcement/Zoning. Morris reviewed Environmental Health, Humane Animal, Hazardous Material, Laboratory, Licensing, and Septic/Well Programs. Kavemeier explained the Parks Programs, Three Year Maintenance Plan, General County Grounds Maintenance, Retzer Nature Center, and the Museum. The Recreation Programs have been eliminated and transitioned to the City of Pewaukee. Kavemeier concluded with the Walter J. Tarmann Fund.

Motion: Stroud moved, second by Jeskewitz, to tentatively approve the operating budget and positions for the Parks and Land Use general fund budgets. **Motion carried 6 – 1; Pavelko voting no.**

The committee recessed at 12:40 p.m. and reconvened at 1:20 p.m.

Shaver covered the Museum and Administrative Services. Dittmar continued with the Land Information System budget. He covered departmental objectives and major departmental strategic achievements from 7/01/02 to 6/30/03. This budget has no tax levy impact since the funding comes from fees and grants. The position summary shows a decrease of 0.66 positions for a total of 3.48 budgeted for 2004.

Pulos explained the Golf Course fund. He covered departmental objectives and major departmental strategic achievements from 7/1/02 to 6/30/03. Shaver reviewed the current and proposed capital projects. A discussion continued regarding the seventh objective on Page 260 in regard to establishing a study committee to make recommendations on the merits of the sale of Wanaki Golf Course, etc.

Motion: Jaske moved, second by Jeskewitz, to eliminate No. 7 under Departmental Objectives on Page 260 – “Establish a study committee to make recommendations on the merits of the sale of Wanaki Golf Course and make recommendations on the option(s) for uses of the sale proceeds.”

Shaver referred to No. 7 on Page 229 under Parks which says “Establish criteria and create a list of county-owned parklands, which do not implement the county’s Park and Open Space Plan, which could be sold to the general public. Proceeds of lands sold would be placed in the Tarmann Parkland Acquisition Fund for future parkland acquisitions.” Shaver said I think what you’re after is in this objective.

Mitchell said it’s not that there is a big problem in selling the golf course, but we want to make sure that whatever we sell should be out on the table. Klein said I don’t think we’re in a crisis. Mitchell said everything should be checked out. **Motion carried 7 – 0.**

Klein suggested getting a list of county-owned land so the committee can study it. Jaske said she doesn’t want No. 7 on Page 229 deleted.

Motion: Klein moved, second by Jeskewitz, to add No. 6 under Administration on Page 229: “Evaluate all county-owned property.” **Motion carried 7 – 0.**

Pulos continued with a review of the remainder of the Enterprise Funds (Ice Arenas; Expo Center).

Motion: Jeskewitz moved, second by Pavelko, to tentatively approve the 2004 operating budget and positions for the remainder of the Parks and Land Use Department general fund and the Enterprise funds. **Motion carried 7 – 0.**

Review and Discuss the 2004 Operating Budget for which the Committee has Budget and Policy Oversight - Register of Deeds

Hasslinger, Crouch, Dubberstein, Heric, and Gormanson were present to discuss the 2004 operating budget for Register of Deeds as outlined in the budget book. Hasslinger covered the following areas: mission, financial summary, position summary (FTE), departmental objectives and major departmental strategic achievements from 7/01/02 to 6/30/03. Total expenditures for 2004 are \$1,823,154 and total revenues are \$2,731,736 for a tax levy decrease of \$50,006 or 5.8%. The positions summary shows no increases and remains at 28.22 positions budgeted.

Hasslinger presented the work station design and also reviewed the OCR (Optical Character Recognition) system study as a potential project. He also reviewed the department's respective personnel actions as well as the following program budgets: Administrative Services, Cashiering, Tax Listing, Vital Statistics, and Real Estate.

Motion: Stroud moved, second Jeskewitz, to tentatively approve the 2004 operating budget and positions for Register of Deeds. **Motion carried 7 – 0.**

Review and Make Recommendations on Any and All Position Requests in the Operating Budgets for which the Committee Has Budget and Policy Oversight

This item was discussed as part of the operating budget presentations.

Report by Supervisor Jaske on the Southeast Area Land & Water Conservation Area Tour in Elkhorn, Wisconsin on September 9, 2003

This item was held over.

Motion to adjourn: Jeskewitz moved, second by Pavelko, to adjourn the meeting at 4:00 p.m.
Motion carried 7 – 0.

Respectfully submitted,

Pauline T. Jaske
Secretary

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